



Teamwork for Effective Arizona Marketing (TEAM) FY 2009 Application Checklist

- ☐ One (1) original, completed, typed, tabbed, bound and signed application and (4) copies.
- ☐ Copy of the applicant's FY2009 TEAM Certificate.
- ☐ Completed FY2009 AOT Initiative Direct Incentive Funding Form, if applicable.
- ☐ Signed FY 2009 Affidavit in Support of Application.
(Regional applications must include a signed affidavit from each regional partner).
- ☐ Signed FY 2009 Verification Clause.
(Regional applications must include a signed Verification Clause form from each regional partner).
- ☐ IRS documentation that identifies applicant's 501(c)3 or 501(c)6 status.
- ☐ Printing Estimates if applicable.
- ☐ Postage fulfillment estimates(s) if applicable.
- ☐ Scope of work for all outside vendors.
- ☐ A marketing plan that includes all elements as outlined in Section 4.4 (D) of the FY2009 TEAM Guidelines.
- ☐ EZ Advertising only – a copy of the fulfillment piece.
- ☐ Regional applications only: Evidence that the region can support a five-day tourist oriented itinerary and a combination of at least five hundred (500) hotel beds, campground sites, and/or recreational vehicle sites with the region